

# COURTESY TO OTHERS - SCHOOL VISITORS

## SESSION A



### Courtesy is:

- \* Showing politeness in what you do and what you say.
- \* Thinking about the needs and feelings of others and being mindful of what will make them happy.
- \* Making people feel respected and valued.

### Synonyms:

- \* civility
- \* graciousness
- \* chivalry

### LEARNING OBJECTIVES:

**Children know how to treat visitors to their classroom with courtesy.**

### Suggested Resources:

Writing and art materials for classroom signs.

### Script:

Explain to children that today they are going to think about how to make sure visitors to their classroom enjoy their visit. Encourage children to think about a time they visited another classroom. What did they want to find out? What did they look at? Who did they speak to? Steer children towards a discussion about what teachers and children can do to make sure visitors are greeted properly. Children should think about: shaking hands; eye contact; explaining what the lesson is about; and showing and describing a display board.

### Activities:

**All Together:** Gather children around a classroom display - preferably one that has been updated recently. What does the display show? What did you learn? What would a visitor to the classroom like to know?

**Writing:** Children to design and write signs for the classroom, so that visitors to the classroom feel welcomed and can find important things. Signs may include a welcome notice and information on the door, titles for wall displays and notes describing the displayed work.

**Role Play:** In pairs, one child assumes the role of a visitor to the school and asks their partner about their classroom and work. Teacher models this with special emphasis on: shaking hands; eye contact; speaking clearly; showing work; and saying please and thank you appropriately.

### Plenary:

If possible, arrange for another member of staff to visit the classroom. Nominate a child/group of children to greet the visitor and show their work.



## Character Coaching

### Guidance:

Please remember to show our visitors courtesy.

### Meaningful Praise:

You understand how important it is to show courtesy. Also you have helped visitors to understand the hard work you have been doing by clearly labelling displays and making sure you give them as much detail as possible when they ask questions.

### Correction:

If visitors come to our classroom to find out what we have been learning about, and we do not have the courtesy to show them, how do you think they would feel when they leave?

